

CHAIRPERSON  
KARA HOPE

VICE-CHAIRPERSON  
SARAH ANTHONY

VICE-CHAIRPERSON PRO-TEM  
RANDY MAIVILLE

HUMAN SERVICES COMMITTEE  
BRIAN McGRAIN, CHAIR  
TERI BANAS  
TODD TENNIS  
CAROL KOENIG  
DEB NOLAN  
KARA HOPE  
ROBIN CASE NAEYAERT

## **INGHAM COUNTY BOARD OF COMMISSIONERS**

*P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264*

THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, MAY 2, 2016 AT 6:30 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

### Agenda

Call to Order

Approval of the [April 18, 2016](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Ingham Health Plan Corporation - Presentation of the 2015 Millage Report by Robin Reynolds
2. Facilities Department - Resolution Amending the Agreement with Safety Systems, Inc. to Install Additional [Alarm Equipment](#) to Monitor two New Boilers and an Emergency Back-Up Generator at Forest Community Health Center
3. Health Department
  - a. Resolution to Authorize Entering into an Agreement with Continental Canteen for [Vending Services](#) at Forest Community Health Center
  - b. Resolution to Accept Funding from Michigan Association of United Ways, Funding from the Jewish Fund, and to Act as the [Fiduciary/Payee](#) for the Wayne Children's Healthcare Access Program
  - c. Resolution to [Amend Resolution #14-413](#) to Re-Authorize Subcontracts with Southside Community Coalition, Authorize Subcontracts with Tabernacle of David and Willow Tree Family Center, and Adjust the Amount Authorized for Peer Advisor Stipends
4. Controller's Office - Resolution Updating Various [Fees](#) for County Services
5. Board Referrals
  - a. Letter from the Capital Area Transportation Authority Regarding the Discontinuation of the [Williamston/Webberville Redi-Ride](#) and Connector Service
  - b. Letter from Sparrow Endorsing the Volunteers of America's (VOA) Financial Assistance Request to Support the New [VOA Dental Clinic](#)

Announcements

Public Comment

Adjournment

**PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC DEVICES  
OR SET TO MUTE OR VIBRATE TO AVOID  
DISRUPTION DURING THE MEETING**

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at [www.ingham.org](http://www.ingham.org).

HUMAN SERVICES COMMITTEE

April 18, 2016

Draft Minutes

Members Present: McGrain, Banas, Tennis, Koenig (Arrived at 6:31 p.m.), Nolan, Hope, and Case-Naeyaert (Departed at 7:42 p.m.)

Members Absent: None

Others Present: Jared Cypher, Linda Vail, Joan Jackson Johnson, Kevin McGraw, Henry Rojas, and others

The meeting was called to order by Chairperson McGrain at 6:30 p.m. in the Personnel Conference Room "D&E" of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the April 4, 2016 Minutes

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. CASE-NAEYART, TO APPROVE THE MINUTES OF THE APRIL 4, 2016 MEETING.  
THE MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda

Substitute –

4. Controller's Office
  - a. Resolution Establishing Priorities to Guide the Development of the 2017 Budget and Activities of County Staff

Limited Public Comment

Russ Kolski, Deputy Health Officer/Executive Director for Community Health Centers, introduced himself to the committee.

Commissioner Koenig arrived at 6:31 p.m.

Kevin McGraw, Board-Chair of Volunteers Of America (VOA), addressed the committee regarding the VOA's request for funding for their new VOA dental clinic.

MOVED BY COMM. CASE-NAEYERT, SUPPORTED BY COMM. TENNIS, TO ADOPT A CONSENT AGENDA OF THE FOLLOWING ACTION ITEMS:

3. Health Department
  - a. Resolution to Amend Resolution #15-193 to Include Ingham County Health Department Breast & Cervical Cancer Control (BCCCP)/Wisewoman Fees

- b. Resolution Honoring Cheryl Evans
  - c. Resolution Honoring Karen Kolb
4. Controller's Office
- b. Resolution Authorizing an Amendment to the 2016 Health Services Millage Contract with the Ingham Health Plan Corporation
5. Special Transportation Millage - Resolution to Submit to the Electorate a Special Millage Question for a Countywide Transportation System Primarily for the Disabled and Elderly

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.

1. Veteran Affairs Committee - Interviews

Ann Hoyer interviewed for appointment to the Veteran Affairs Committee.

2. Presentation - Joan Jackson Johnson: Homelessness in Ingham County

Joan Jackson Johnson, Human Relations and Community Services Director for the City of Lansing, gave a presentation regarding homelessness in Ingham County.

Commissioner Nolan thanked Ms. Johnson for her work with the homeless and young individuals of Ingham County. She asked what sort of commitment she was asking from the County.

Ms. Johnson answered that she was looking for a partnership between the County and the City of Lansing. She stated that she wanted more representation from the County to show its commitment and support for federal funds received by the City of Lansing.

Commissioner Nolan asked how much of a time commitment it would be.

Ms. Johnson answered that an individual could serve on the Board of Continuum Care which met once a month.

Commissioner Nolan asked Ms. Johnson if she was requesting for an individual to serve on those boards on behalf of the County.

Ms. Johnson answered yes.

Commissioner Hope suggested that staff present a resolution that would commit the County to serving on the Board of Continuum Care.

Commissioner Banas stated that she would be supportive of the County serving on the Board of Continuum Care. She asked why the County had not been involved in this process earlier.

Ms. Johnson answered that she did not know. She indicated that other counties levied more federal and state dollars because they were heavily involved.

Chairperson McGrain stated that many of the human services agencies funded by the City were also partially funded by the County.

There was a discussion regarding funding provided by the County for human service agencies and data on homeless in the County.

Commissioner Nolan asked that the resolution specifically state community agencies the County was putting funds towards.

There was a discussion regarding chronic homelessness.

Commissioner Case-Naeyaert expressed appreciation regarding how the presentation also focused on individuals outside of Lansing.

4. Controller's Office

- a. Resolution Establishing Priorities to Guide the Development of the 2017 Budget and Activities of County Staff

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. HOPE, TO APPROVE THE RESOLUTION ESTABLISHING PRIORITIES TO GUIDE THE DEVELOPMENT OF THE 2017 BUDGET AND ACTIVITIES OF COUNTY STAFF.

Commissioner Hope suggested amending the resolution as follows:

- To enhance and provide the necessary support and equipment to **anticipate and** meet the IT needs of each department **to make delivery of services more efficient.**
- Make Ingham County ~~the~~ **an attractive** employer ~~of choice where diversity and inclusion is advanced within the employee rank and file~~ **who's work force reflects the population it serves and prioritizes serving the community.**

This was considered a friendly amendment.

Commissioner Case-Naeyaert departed at 7:42 p.m.

There was a discussion regarding changes made to the resolution during the Law and Courts committee.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Case-Naeyaert.

Announcements

Commissioner Hope announced that the Tri-County Office on Aging would be hosting their 5k Run for the Ages event May 21, 2016 at Hawk Island at 9:00 a.m.

Commissioner Banas stated that if any commissioners knew of any unsafe intersections they wanted studied for a remedy, she could forward them to the Tri-County Regional Planning Committee for their safety study.

4. Controller's Office

c. Discussion Item: Updating Various Fees for County Services

There was a discussion regarding recommended fees from the Health Department.

Public Comment

A VOA representative addressed the committee regarding the importance of the VOA.

Adjournment

The meeting was adjourned at 8:03 p.m.

## **MAY 2, 2016 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY**

### **ACTION ITEMS:**

**The Deputy Controller is recommending approval of the following resolutions**

2. Facilities Department - *Resolution Amending the Agreement with Safety Systems, Inc. to Install Additional Alarm Equipment to Monitor two New Boilers and an Emergency Back-Up Generator at Forest Community Health Center*

This resolution amends the agreement with Safety Systems, Inc., to install additional alarm equipment to monitor two new boilers and an emergency back-up generator at Forest Community Health Center. An installation cost of \$2,519 is due upon completion. The increased annual cost for this location is \$96 bringing the new total annual cost to \$1,044 for a period of one year. Funds for this project are available in the CIP line item of the community health center fund.

3. Health Department

- a. *Resolution to Authorize Entering into an Agreement with Continental Canteen for Vending Services at Forest Community Health Center*

This is a resolution to enter into a three year agreement from June 1, 2016 through May 31, 2019, with Continental Canteen for vending services at Forest Community Health Center (FCHC). Continental Canteen has agreed to furnish, install, maintain, supply and remove vending machines from FCHC. Continental Canteen would also pay the county on a quarterly basis a commission rate of 12.5% of snack and hot beverage and 10% of cold beverage net sales.

- b. *Resolution to Accept Funding from Michigan Association of United Ways, Funding from the Jewish Fund, and to Act as the Fiduciary/Payee for the Wayne Children's Healthcare Access Program*

This resolution authorizes Ingham County Health Department (ICHD) to act as the fiduciary/payee for the Wayne Children's Healthcare Access Program (WCHAP) and to accept funding from Michigan Association of United Ways (MAUW) and The Jewish Fund (TJF) on behalf of WCHAP. ICHD will enter into two separate fiduciary agreements with MAUW and TJF to facilitate the Medicaid Match with WCHAP wherein ICHD will retain an administrative fee in the amount not to exceed 11.38% of the total funds received during the duration of each fiduciary agreement. The contract period of each agreement will be from May 1, 2016 through September 30, 2017.

As the fiduciary/payee of the MAUW and TJF funds, ICHD will:

1. Receive funds from MAUW up to \$200,000 and TJF up to \$25,000 (up to \$225,000 total) on behalf of WCHAP.
2. Set up a system to provide an initial payment to WCHAP and subsequent reimbursement of costs.
3. Process Medicaid Outreach documentation required to draw Medicaid Outreach Matching Funds.
4. Perform on site, quarterly sub-recipient monitoring of WCHAP.
5. Forward any required reports as provided by WCHAP.

WCHAP will:

1. Provide quarterly financial reports of all expenses as provided by their third party accounting firm.
2. Provide quarterly reports for Medicaid Outreach.
3. Provide any and all programmatic reports to be sent to MAUW and TJF.
4. Keep ICHD up-to-date on any changes in funding.

c. *Resolution to Amend Resolution #14-413 to Re-Authorize Subcontracts with Southside Community Coalition, Authorize Subcontracts with Tabernacle of David and Willow Tree Family Center, and Adjust the Amount Authorized for Peer Advisor Stipends*

This resolution amends Resolution #14-413 to reduce the amount allocated to the Lansing Housing Commission (LHC) from \$5,000 to \$3,000 and re-allocate \$10,000 in funds previously allocated for supply purchases to renew a subcontract with Southside Community Coalition and establish new subcontracts with community-based organizations, such as Tabernacle of David, and Willow Tree Family Center. The supply line was reduced due to the receipt and utilization of carry-over funds authorized during the 2015 budget period. Each of these contracts will be for an amount not to exceed \$4,000 annually for the period of April 1, 2016 through May 31, 2019. The amended resolution will also increase the monthly Healthy Start Peer Advisor stipend from \$200 to \$300; ICHD will continue to distribute stipends directly to the Peer Advisors. This increase accounts for the increase of outreach hours worked by each Peer Advisor from 20 per month to 30 per month and was also included in the annual budget.

4. *Controller's Office – Resolution Updating Various Fees for County Services*

This resolution will authorize the adjustment of various fees for county services to be effective for the Health Department and the Friend of the Court on October 1, 2016, for the Park and Zoo winter seasonal fees on November 1, 2016, and for all other departments with the exception of the Zoo, on January 1, 2017. The Zoo fees will be effective early this year beginning on May 15, 2016 through 2017. These adjustments are based on an update of the “Cost of Services Analysis” completed by Maximus in 2002. In subsequent years, the cost has been determined by multiplying the previous year’s cost by a cost increase factor for each department. Utilizing this method again, the 2017 cost was calculated by multiplying the 2016 cost by the 2017 cost increase factor. Updated costs were then multiplied by the target percent of cost to be recovered by the fee for services as identified by the Board of Commissioners. Input was solicited from county departments and offices as part of the process of making these recommended adjustments. A full analysis of each fee was presented to all committees at previous rounds of meetings. If the fee adjustments are passed as proposed, additional annual revenue would total approximately \$45,621. Any additional revenue will be recognized in the 2017 Controller Recommended Budget.

**OTHER ITEMS:**

1. *Ingham Health Plan Corporation – Presentation of the 2015 Millage Report by Robin Reynolds*




Ingham County Millage Fund  
Final Report

January 1, 2015 – December 31, 2015



## 2015 Invoices to Ingham County

Month	Millage Eligible Members	Medical Expenses	Pharmacy Expenses	Dental Expenses	Admin	Total
January	752	\$16,623	\$4,596	\$17,641	\$3,886	\$42,748
February	784	\$17,437	\$5,691	\$18,392	\$4,152	\$45,673
March	805	\$17,260	\$7,620	\$18,885	\$4,376	\$48,142
April	845	\$32,426	\$6,104	\$19,823	\$5,835	\$64,190
May	857	\$19,049	\$7,069	\$20,105	\$4,622	\$50,846
June	860	\$13,495	\$5,841	\$20,175	\$3,951	\$43,463
July	891	\$23,085	\$5,705	\$20,902	\$4,969	\$54,663
August	912	\$15,100	\$4,782	\$21,395	\$4,127	\$45,406
September	933	\$13,190	\$5,697	\$21,888	\$4,077	\$44,853
October <sup>(1)</sup>	960	\$85,767	\$6,407	\$22,521	\$11,469	\$126,165
November	975	\$52,039	\$4,594	\$22,873	\$7,950	\$87,458
December	1,011	\$41,690	\$6,335	\$23,718	\$40,580	\$112,324
<b>Total</b>	<b>10,585</b>	<b>\$347,165</b>	<b>\$70,447</b>	<b>\$248,324</b>	<b>\$100,000</b>	<b>\$765,937</b>

 Total amount invoiced to Ingham County for eligible expenses for eligible members. This is not total expense for millage eligible members

# Enrollment

## December 31, 2015

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- ▶ Enrollment in Ingham Health Plan continues to increase at a constant pace.
  - ▶ Total Enrollment: **1,352**
  - ▶ Millage Eligible Enrollment: **1,011**
- ▶ Millage Eligible Criteria:
  - ▶ Be at or below \$28,000 of individual annual income
  - ▶ Reside in Ingham County
  - ▶ Not have access to any other health benefit

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▶ millage eligible members

# Benefit Coverage

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- ▶ Outpatient PCP
  - ▶ Urgent Care
  - ▶ Laboratory
  - ▶ Radiology
  - ▶ Outpatient Hospital
  - ▶ Diagnostic Services
  - ▶ Prescription (formulary – 98% generic)
  - ▶ Immunizations (if not available)
  - ▶ Injections
- 

- ▶ Annual Fee:
  - ▶ \$20.00
- ▶ Co-Pay:
  - ▶ Services: \$5.00
  - ▶ RX: \$5.00/\$10.00

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▶ millage eligible members

## Enrollment by Zip Code

Location	Zip Code	No. of Members	%	Location	Zip Code	No. of Members	%
Dansville	48819	0	0%	Lansing	48909	1	0%
E. Lansing	48823	137	10%	Lansing	48910	276	20%
E. Lansing	48825	4	0%	S. Lansing	48911	324	24%
E. Lansing	48826	1	0%	Lansing	48912	125	9%
E. Lansing	48827	0	0%	Lansing	48915	65	5%
Haslett	48840	36	3%	Lansing	48916	0	0%
Holt	48842	43	3%	W. Lansing	48917	40	3%
Mason	49954	24	2%	Lansing	48933	17	1%
Okemos	48864	71	5%	Onondaga	49264	2	0%
Webberville	48892	9	1%	Leslie	49251	10	1%
Williamston	48895	9	1%	Stockbridge	49285	5	0%
Lansing	48901	2	0%				
Lansing	48906	151	11%		<b>Total</b>	<b>1352</b>	<b>100%</b>

▶ Data for all IHPC members - millage eligible demographics would be similar

## Annual Medical Services PMPM (Medical Services Only) January – December 2015

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Quarter	Member /Month	Claims	Total Charges	Total Paid	PMPM
<b>Jan. – Mar.</b>	2,341	1,421	\$219,420	\$51,320	\$21.92
<b>April – June</b>	2,562	1,524	\$378,033	\$64,972	\$25.35
<b>July – Sept.</b>	2,736	1,275	\$300,907	\$51,376	\$18.78
<b>Oct. – Dec.</b>	2,946	3,353	\$875,567	\$179,497	\$60.93
<b>Total</b>	<b>10,585</b>	<b>7,573</b>	<b>\$1,773,929</b>	<b>\$347,165</b>	<b>\$53.48<sub> avg.</sub></b>

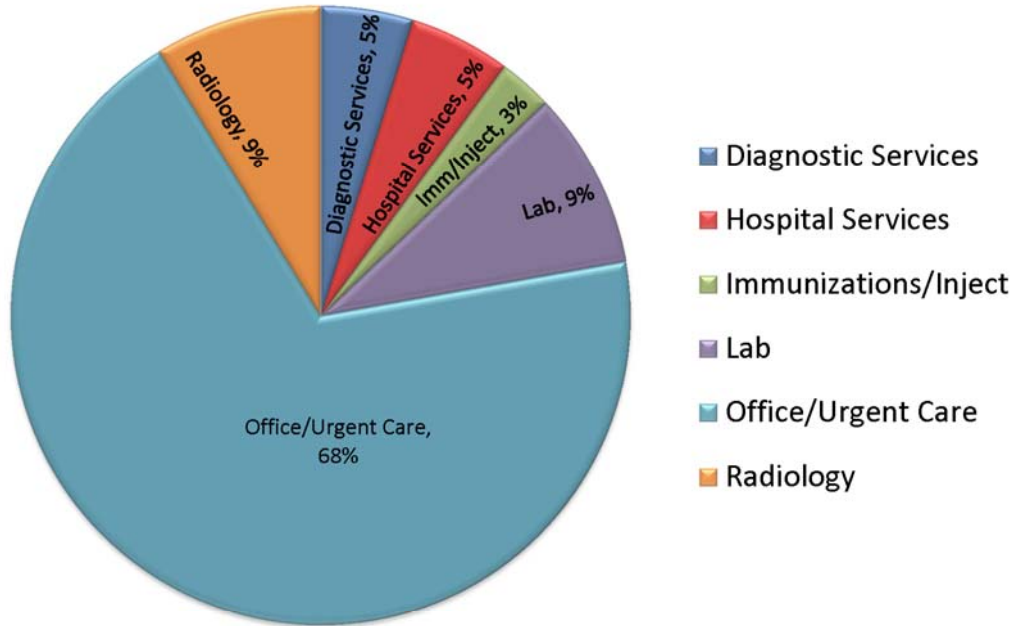
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▶ Does not include pharmacy or Dental

▶ Data for millage eligible members only 10,585

## 2015 Annual Paid Medical Expenses by Service Category

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▶ Data for millage eligible members only 10,585

▶ Hospital Services – Outpatient Only

# Dental Expense



Delta Dental 2015 PMPM Rate: 23.46

**Total Cost of Premiums for 2015 \$248,324**

Category	% of Total
Exams and Cleanings	16.81%
X-rays	10.79%
Sealants	0.07%
Fillings	17.79%
Crowns	14.52%
Root Canals	8.89%
Gum Disease	6.57%
Gum Disease Cleaning	1.14%
Extractions	16.32%
Oral Surgery Other Than Extractions	0.06%
Dentures	5.83%
Bridges	0.70%
Denture Repair	0.37%
Braces	0.00%
Other Services	0.14%
<b>Total</b>	<b>100.00%</b>

▶ Data for millage eligible members only 10,585

# Pharmacy Expense

Year	Quarter	Total Charges	PMPM
2015	Jan. – Mar.	\$17,909	\$7.65
2015	April – June	\$19,015	\$7.42
2015	July – Sept.	\$16,185	\$5.92
2015	Oct. – Dec.	\$17,337	\$5.88
<b>Total</b>		<b>\$70,447.27</b>	<b>\$7.94 avg.</b>



▶ Data for millage eligible members only 10,585



## Agenda Item 2

**TO:** Board of Commissioners, Human Services and Finance Committees

**FROM:** Rick Terrill, Facilities Director

**DATE:** April 19, 2016

**SUBJECT:** Amend Safety Systems Agreement to Include Two boilers and One Generator

For the meeting agendas: May 2 and May 4

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### **BACKGROUND**

Resolution #14-181 approved an agreement with Safety Systems for alarm monitoring at Forest Community Health Center. Two new boilers and one emergency back-up generator have been added and additional alarm equipment is needed to include these items.

### **ALTERNATIVES**

There are no alternatives for this project.

### **FINANCIAL IMPACT**

An installation cost of \$2,519.00 is due upon completion. The increased annual cost for this location is \$96.00 bringing the new total annual cost to \$1,044.00 for a period of one year.

The funds for the one-time \$2,519.00 installation cost are available within the following approved CIP Line Items:

- 511-61580-931100-02228 = 35%
- 511-61580-931100-02229 = 35%
- 511-61580-931100-02230 = 30%.

The funds for the new total monthly cost of \$1,044.00 are available in the approved CIP Line Item #511-61580-931100-02013.

### **OTHER CONSIDERATIONS**

There are no other considerations for this project.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to support an amended agreement with Safety Systems, Inc. to install additional alarm equipment to monitor two new boilers and an emergency back-up generator at Forest Community Health Center.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AMENDING THE AGREEMENT WITH SAFETY SYSTEMS, INC. TO INSTALL  
ADDITIONAL ALARM EQUIPMENT TO MONITOR TWO NEW BOILERS AND AN EMERGENCY  
BACK-UP GENERATOR AT FOREST COMMUNITY HEALTH CENTER**

WHEREAS, Resolution #14-181 approved an agreement with Safety Systems to install alarm equipment at the new Ingham County Community Health Center; and

WHEREAS, the Facilities Department would like to add two new boilers and a back-up generator to the current agreement with Safety Systems; and

WHEREAS, the one-time installation cost of \$2,519.00 is due upon completion; and

WHEREAS, the increased annual cost for this location is \$96.00 bringing the new total annual cost to \$1,044.00 for a period of one year; and

WHEREAS, upon completion of the initial year, the agreement will automatically renew on a month to month basis at a yearly cost not to exceed \$1,044.00; and

WHEREAS, the agreement may be terminated by either party upon thirty days' notice; and

WHEREAS, funds for the one-time \$2,519.00 installation cost are available within the following approved CIP Line Items:

- 511-61580-931100-02228 = 35%
- 511-61580-931100-02229 = 35%
- 511-61580-931100-02230 = 30%.

WHEREAS, funds for the new total monthly cost of \$1,044.00 are available in the approved CIP Line Item #511-61580-931100-02013.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes amending the agreement with Safety Systems, Inc., 2075 Glenn Street, Lansing, Michigan 48906, to install additional alarm equipment to monitor two new boilers and an emergency back-up generator at Forest Community Health Center.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

## Agenda Item 3a

**TO:** Human Services Committee  
Finance Committee

**FROM:** Linda S. Vail, MPA, Health Officer

**DATE:** April 11, 2016

**SUBJECT:** Resolution to Enter into an Agreement with Continental Canteen for Vending Services at Forest Community Health Center

This is a resolution to enter into an agreement with Continental Canteen for vending services at Forest Community Health Center (FCHC).

The FCHC waiting rooms provide an inviting atmosphere to patients while they wait to receive care. FCHC would like to add vending machines in its waiting rooms to improve the patient experience.

An RFP was submitted, and the Purchasing Department found Continental Canteen to be the most comprehensive vendor in order to provide these services at FCHC. The Ingham County Health Department (ICHD) would like to enter into a three year agreement from June 1, 2016 through May 31, 2019, with Continental Canteen. Continental Canteen has agreed to furnish, install, maintain, supply and remove vending machines from FCHC. Continental Canteen would also pay ICHD on a quarterly basis a commission rate of 12.5% of snack and hot beverage and 10% of cold beverage net sales.

I recommend that the Ingham County Board of Commissioners authorize entering into an agreement with Continental Canteen for vending machine services at FCHC.

cc: Eric Thelen, w/ attachment  
Russ Kolski, w/attachment

**Agenda Item 3a**

**TO:** Human Services and Finance Committees  
**FROM:** Jim Hudgins, Director of Purchasing  
**DATE:** February 19, 2016  
**SUBJECT:** Vending Machines for the Forest Community Health Center (FCHC)

Project Description:

Proposals were sought from qualified and experienced vendors interested in entering into a contract to furnish, install, maintain, supply, and remove, as needed, various vending machines at the Forrest Community Health Center (FCHC).

Proposal Summary:

Vendors contacted:	18	Local: 01
Vendors responding:	01	Local: 00

Vendors Not Bidding:

Sun Valley Foods Company, Detroit MI. Reason: Does not provide this type of service.  
Pepsi Company, Lansing MI. Reason: Only provides beverages.

Recommendation:

Continental Canteen, a registered vendor, from Sterling Heights Michigan submitted the only responsive proposal. Continental Canteen is currently under contract with Ingham County for vending machine service at other County locations.

The Purchasing, Health and Facilities Departments recommend awarding Continental Canteen a three (3) year contract with an option to renew for one (1) additional two (2) year terms. As part of the agreement, Continental Canteen will pay to the County on a quarterly basis a commission rate of 12.5% for snacks and hot beverages and 10% for cold beverages on all net sales.

Advertisement:

The RFP was advertised in the Lansing State Journal, the City Pulse and posted on the Purchasing Department Web Page.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH CONTINENTAL CANTEEN FOR VENDING SERVICES AT FOREST COMMUNITY HEALTH CENTER**

WHEREAS, an RFP was submitted, and the Purchasing Department found Continental Canteen to be the most comprehensive vendor in order to provide these services at Forest Community Health Center (FCHC); and

WHEREAS, the Ingham County Health Department (ICHD) would like to enter into a three year agreement from June 1, 2016 through May 31, 2019, with Continental Canteen with an option to renew for an additional two years; and

WHEREAS, Continental Canteen has agreed to furnish, install, maintain, supply and remove vending machines from FCHC; and

WHEREAS, Continental Canteen will pay ICHD on a quarterly basis a commission rate of 12.5% for snacks and hot beverages and 10% for cold beverages on all net sales; and

WHEREAS, the Ingham Community Health Center Board has reviewed and supports entering into an agreement with Continental Canteen for vending services at FCHC; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into an agreement with Continental Canteen for vending services at FCHC.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes entering into an agreement with Continental Canteen for vending services at Forest Community Health Center. from June 1, 2016 through May 31, 2019.

BE IT FURTHER RESOLVED, Continental Canteen has agreed to furnish, install, maintain, supply and remove vending machines from FCHC.

BE IT FURTHER RESOLVED, Continental Canteen would also pay ICHD on a quarterly basis a commission rate of 12.5% of snack and hot beverage and 10% of cold beverage net sales.

BE IT FURTHER RESOLVED, the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign the agreement after it is approved as to form by the County Attorney.

**TO:** Human Services Committee  
Finance Committee

**FROM:** Linda S. Vail, MPA, Health Officer

**DATE:** April 15, 2016

**RE:** Resolution to Accept Funding from Michigan Association of United Ways, Funding from The Jewish Fund, and to Act as the Fiduciary/Payee for the Wayne Children's Healthcare Access Program

This resolution authorizes Ingham County Health Department (ICHHD) to act as the fiduciary/payee for the Wayne Children's Healthcare Access Program (WCHAP) and to accept funding from Michigan Association of United Ways (MAUW) and The Jewish Fund (TJF) on behalf of WCHAP.

Wayne Children's Healthcare Access Program (WCHAP) is a pediatric medical home implementation program now in its sixth year. WCHAP coordinates an integrated system of early childhood support services that is voluntary, accessible, and culturally competent for families with children who are on Medicaid or are Medicaid eligible. WCHAP provides this service through a variety of avenues including telephone consultation, education, transportation, home visits, interpretation services, and asthma case management services. WCHAP sustainability is dependent upon receiving Medicaid Outreach Matching funds.

ICHHD will enter into two separate fiduciary agreements with MAUW and TJF to facilitate the Medicaid Match with WCHAP wherein ICHHD will retain an administrative fee in the amount not to exceed 11.38% of the total funds received during the duration of each fiduciary agreement. The contract period of each agreement will be from May 1, 2016 through September 30, 2017.

As the fiduciary/payee of the MAUW and TJF funds, ICHHD will:

1. Receive funds from MAUW up to \$200,000 and TJF up to \$25,000 (up to \$225,000 total) on behalf of WCHAP.
2. Set up a system to provide an initial payment to WCHAP and subsequent reimbursement of costs.
3. Process Medicaid Outreach documentation required to draw Medicaid Outreach Matching Funds.
4. Perform on site, quarterly sub-recipient monitoring of WCHAP.
5. Forward any required reports as provided by WCHAP.

WCHAP will:

1. Provide quarterly financial reports of all expenses as provided by their third party accounting firm.
2. Provide quarterly reports for Medicaid Outreach.
3. Provide any and all programmatic reports to be sent to MAUW and TJF.
4. Keep ICHD up-to-date on any changes in funding.

I recommend that the Board of Commissioners authorize entering into agreements to accept funds from MAUW in an amount up to \$200,000 and from TJF in an amount up to \$25,000 (up to \$225,000 total) and agreements with WCHAP for ICHD to act as their fiduciary/payee for the period of May 1, 2016 through September 30, 2017.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ACCEPT FUNDING FROM MICHIGAN ASSOCIATION OF UNITED WAYS,  
FUNDING FROM THE JEWISH FUND, AND TO ACT AS THE FIDUCIARY/PAYEE FOR THE  
WAYNE CHILDREN'S HEALTHCARE ACCESS PROGRAM**

WHEREAS, Wayne Children's Healthcare Access Program (WCHAP) is a pediatric medical home implementation program now in its sixth year that coordinates an integrated system of early childhood support services that are voluntary, accessible, and culturally competent to families with children who are on Medicaid or are Medicaid eligible; and

WHEREAS, the Michigan Association of United Ways (MAUW) has awarded WCHAP up to \$200,000 and The Jewish Fund (TJF) has awarded WCHAP up to \$25,000 (up to \$225,000 total) to provide these services, and WCHAP has requested that ICHD be the fiduciary/payee for both MAUW & TJF; and

WHEREAS, as the fiduciary/payee of the MAUW and TJF funds, ICHD will:

1. Receive funds from MAUW up to \$200,000 and TJF up to \$25,000 (\$225,000 total) on behalf of WCHAP.
2. Set up a system to provide an initial payment to WCHAP and subsequent reimbursement of costs.
3. Process Medicaid Outreach documentation required to draw Medicaid Outreach Matching Funds.
4. Perform on site, quarterly sub-recipient monitoring of WCHAP.
5. Forward any required reports as provided by WCHAP.

WHEREAS, WCHAP will:

1. Provide quarterly financial reports of all expenses as provided by their third party accounting firm.
2. Provide quarterly reports for Medicaid Outreach.
3. Provide any and all programmatic reports to be sent to MAUW and TJF.
4. Keep the ICHD up-to-date on any changes in funding.

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the acceptance of funds in the amount of up to \$200,000 from MAUW and up to \$25,000 from TJF (up to \$225,000 total) and enter into two separate Fiduciary Agreements with both agencies and WCHAP for the period of May 1, 2016 through September 30, 2017.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of funds of up to \$200,000 from the MAUW and up to \$25,000 from TJF (up to \$225,000 total) and enter into two separate fiduciary agreements with both agencies and WCHAP.

BE IT FURTHER RESOLVED, ICHD will retain an administrative fee in the amount not to exceed 11.38% of the total funds received during the duration of each fiduciary agreement.

BE IT FURTHER RESOLVED, that the period of each fiduciary agreement shall be May 1, 2016 through September 30, 2017.



BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney

**TO:** Human Services Committee  
Finance Committee

**FROM:** Linda S. Vail, MPA, Health Officer

**DATE:** April 14, 2016

**SUBJECT:** Resolution to Amend Resolution #14-413 to Re-Authorize Subcontract with Southside Community Coalition, Authorize Subcontracts with Tabernacle of David, and Willow Tree Family Center and Adjust the Amounts Authorized for Peer Advisor Stipends

Resolution #14-413 authorized a Healthy Start Project grant agreement with the U.S. Department of Health and Human Services (HHS)'s Division of Health Resources and Services Administration (HRSA) for the period of September 1, 2014 through May 31, 2019 in the amount of \$3,532,933.

Each year grant funds are budgeted to provide services to assist with successful program implementation, including recruitment, referrals, marketing, and facility usage. The Ingham County Health Department (ICHD) is proposing an amendment to Resolution #14-413 to reduce the amount allocated to the Lansing Housing Commission (LHC) from \$5,000 to \$3,000 and re-allocate \$10,000 in funds previously allocated for supply purchases to renew a subcontract with Southside Community Coalition and establish new subcontracts with community-based organizations, such as Tabernacle of David, and Willow Tree Family Center to provide the services mentioned above. The supply line was reduced due to the receipt and utilization of carry-over funds authorized during the 2015 budget period. Each of these contracts will be for an amount not to exceed \$4,000 annually for the period of April 1, 2016 through May 31, 2019. See the table below for a detailed breakdown:

<b>Year</b>	<b>2015</b>	<b>2016</b>
<b>LHC</b>	\$5,000	\$3,000
<b>Other Agencies</b>	\$0	\$12,000
<b>Supplies</b>	\$25,000	\$15,000
<b>Totals</b>	\$30,000	\$30,000

The amended resolution will also increase the monthly Healthy Start Peer Advisor stipend from \$200 to \$300; ICHD will continue to distribute stipends directly to the Peer Advisors. This increase accounts for the increase of outreach hours worked by each Peer Advisor from 20 per month to 30 per month and was also included in the annual budget.

I recommend that the Board of Commissioners adopt the resolution authorizing the amendment to Resolution #14-413.

c: Eric Thelen w/attachment  
Regina Traylor w/attachment  
Debbie Edokpolo w/attachment

Introduced by the Human Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #14-413 TO RE-AUTHORIZE SUBCONTRACTS WITH SOUTHSIDE COMMUNITY COALITION, AUTHORIZE SUBCONTRACTS WITH TABERNACLE OF DAVID AND WILLOW TREE FAMILY CENTER, AND ADJUST THE AMOUNT AUTHORIZED FOR PEER ADVISOR STIPENDS**

WHEREAS, the Ingham County Health Department (ICHD) was awarded funding by the United States Department of HHS, Division of HRSA to continue and expand its Healthy Start Program for the period of September 1, 2014 through May 31, 2019 in the amount of \$3,532,933; and

WHEREAS, Resolution #14-413 previously authorized a grant agreement from the U.S. Department of Health and Human Services (HHS), Division of Health Resources and Services Administration (HRSA) in support of the Healthy Start Project; and

WHEREAS, each year grant funds are budgeted to provide services to assist with successful program implementation, including recruitment, referrals, marketing, and facility usage; and

WHEREAS, ICHD is proposing an amendment to Resolution #14-413 to reduce the amount allocated to the Lansing Housing Commission (LHC) from \$5,000 to \$3,000; and

WHEREAS, ICHD will re-allocate \$10,000 in funds previously allocated for supply purchases to renew a subcontract with Southside Community Coalition and establish new subcontracts with community-based organizations, such as Tabernacle of David, and Willow Tree Family Center to provide the services mentioned above; and

WHEREAS, the supply line was reduced due to the receipt and utilization of carry-over funds authorized during the 2015 budget period; and

WHEREAS, each of these contracts will be for an amount not to exceed \$4,000 annually for the period of April 1, 2016 through May 31, 2019; and

WHEREAS, the amended resolution will also increase the monthly Healthy Start Peer Advisor stipend from \$200 to \$300; ICHD will continue to distribute stipends directly to the Peer Advisors. This increase accounts for the increase of outreach hours worked by each Peer Advisor from 20 per month to 30 per month and was also included in the annual budget; and

WHEREAS, the Health Officer recommends that the Board of Commissioners amend Resolution #14-413.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes an amendment to Resolution #14-413 to reduce the amount allocated to the Lansing Housing Commission (LHC) from \$5,000 to \$3,000.

BE IT FURTHER RESOLVED, \$10,000 in funds previously allocated for supply purchases is re-allocated to authorize subcontracts with South Side Community Coalition, Willow Tree Health Family Center, and Tabernacle of David to provide services to assist with successful program implementation, including recruitment, referrals, marketing, and facility usage.

BE IT FURTHER RESOLVED, that each of the contracts with these agencies will be for an amount not to exceed \$4,000 annually for the period of April 1, 2016 through May 31, 2019.

BE IT FURTHER RESOLVED, the monthly Healthy Start Peer Advisor stipend will be increased from \$200 to \$300 with ICHD continuing to distribute stipends directly to the Peer Advisors.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

## Agenda Item 4

TO: Finance and Liaison Committees

FROM: Timothy J. Dolehanty, Controller/Administrator

DATE: April 19, 2016

SUBJECT: Resolution Updating Various Fees for County Services

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This resolution will authorize the adjustment of various fees for county services to be effective for the Health Department and the Friend of the Court on October 1, 2016, for the Park and Zoo winter seasonal fees on November 1, 2016, and for all other departments with the exception of the Zoo, on January 1, 2017. The Zoo fees will be effective early this year beginning on May 15, 2016 through 2017. These adjustments are based on an update of the "Cost of Services Analysis" completed by Maximus in 2002. In subsequent years, the cost has been determined by multiplying the previous year's cost by a cost increase factor for each department. Utilizing this method again, the 2017 cost was calculated by multiplying the 2016 cost by the 2017 cost increase factor. Updated costs were then multiplied by the target percent of cost to be recovered by the fee for services as identified by the Board of Commissioners. Input was solicited from county departments and offices as part of the process of making these recommended adjustments. A full analysis of each fee was presented to all committees at previous rounds of meetings.

If the fee adjustments are passed as proposed, additional annual revenue would total approximately \$45,621. Any additional revenue will be recognized in the 2017 Controller Recommended Budget.

As directed by the Board of Commissioners, the Controller's Office has incorporated the update of county fees into the annual budget process. This will allow the county to annually and incrementally adjust fees based on changing costs, rather than to make large adjustments at one time.

Please contact me if you have any questions regarding this information.

Attachments

Introduced by the Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION UPDATING VARIOUS FEES FOR COUNTY SERVICES**

WHEREAS, the Board of Commissioners set various fees for county services in Resolution #02-155 based on information and recommendations of the *Maximus Cost of Services Analysis* completed in 2002; and

WHEREAS, the Board of Commissioners also established the percent of the cost of providing the services which should be recovered by such fees, referred to in this process as a “target percent”; and

WHEREAS, the Board of Commissioners has directed the Controller’s Office to establish a process for the annual review of these fees and target percents; and

WHEREAS, the annual average United States’ consumer price index was used as the cost increase factor; and

WHEREAS, this cost increase factor is applied to the previous year’s calculated cost and multiplied by the target percent and in most cases rounded to the lower full dollar amount in order to arrive at a preliminary recommended fee for the upcoming year; and

WHEREAS, in cases where the calculated cost multiplied by target percent is much higher than the current fee, the fee will be recommended to increase gradually each year until the full cost multiplied by target percent is reached, in order to avoid any drastic increases in fees; and

WHEREAS, in cases where the calculated cost multiplied by target percent is lower than the current fee, no fee increase will be recommended for that year; and

WHEREAS, after initial recommendations are made by the Controller, these recommendations are distributed to the affected offices and departments, in order to receive their input; and

WHEREAS, after reviewing the input from the affected offices and departments, the Controller makes final recommendations to the Board of Commissioners; and

WHEREAS, the Controller’s Office has finished its annual review of these fees and recommended increases where appropriate based on increased costs of providing services supported by these fees and the percent of the cost of providing the services which should be covered by such fees as established by the Board of Commissioners; and

WHEREAS, the Board of Commissioners has reviewed the Controller’s recommendations including the target percentages, along with recommendations of the various county offices, departments, and staff.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes or encourages the following fee increases in the Attachments at the rates established effective January 1, 2017 with the exception of the Zoo, where new rates will be effective May 15, 2016, the Health Department and Friend of the Court, where new rates will be effective October 1, 2016 and the Park and Zoo winter seasonal fees which will be effective starting November 1, 2016.

BE IT FURTHER RESOLVED, that the fees within major Health Department services are not included on the attachments and were not set by the policy above, but rather through policy established in Resolutions #05-166 and #05-242.

**Attachment A: Fees Which Are Adjusted  
County Services Committee**

<b>Location of Service</b>	<b>Fee Description</b>	<b>Target Percent</b>	<b>2016 Fee</b>	<b>2017 Fee</b>
Drain Comm.	Preliminary Comm. Site Plan Review	75.0%	\$690.00	\$695.00
Drain Comm.	Preliminary Plat Review	75.0%	\$690.00	\$695.00
Drain Comm.	Plat and Commercial Drainage Review - First acre	100.0%	\$690.00	\$695.00
Drain Comm.	Additional acre	100.0%	\$77.00	\$78.00
Drain Comm.	Plat Drain Administration Fee	75.0%	\$2,450.00	\$2,500.00
Drain Comm.	Drain Crossing Permits, Review (Commercial)	100.0%	\$490.00	\$495.00
Drain Comm.	Soil Erosion Permit - Commercial-12 mo. Duration - 1/2 acre or less	100.0%	\$600.00	\$605.00
Drain Comm.	Soil Erosion Permit - Commercial -9 mo. Duration - 1/2 acre or less	100.0%	\$525.00	\$530.00
Drain Comm.	Soil Erosion (9 mo.) - Commercial- each add'l acre	100.0%	\$52.00	\$53.00
Drain Comm.	Soil Erosion Permit Transfer	100.0%	\$95.00	\$96.00
Drain Comm.	Escrow account - 1/2 to 1 acre	100.0%	\$1,685.00	\$1,700.00
Drain Comm.	Escrow account - 1 to 5 acres	100.0%	\$3,375.00	\$3,400.00
Drain Comm.	Escrow account - 5 to 10 acres	100.0%	\$5,600.00	\$5,625.00
Drain Comm.	Escrow account - each add'l 10 acres	100.0%	\$2,800.00	\$2,825.00
Drain Comm.	Commercial Minor Disturbance Soil Erosion - Permit/Review/Inspection	75.0%	\$320.00	\$325.00
Drain Comm.	Residential Minor Disturbance Soil Erosion - Permit/Review/Inspection	75.0%	\$46.00	\$47.00
Equalization	Digitally Produced Paper Maps - Parcel layer w/2010 Digital Photo Layer			
Equalization	22" x 34"	100.0%	\$50.00	\$51.00
Equalization	Custom Maps	100.0%	\$71.00	\$72.00
Parks	Administrative -Returned Check Fee	100.0%	\$30.00	\$32.00
Parks	Cancellation Fee (for all park reservations)	100.0%	\$20.00	\$21.00
Parks	Winter Sports Building (100 Person Capacity)	100.0%	\$90.00	\$95.00
Parks	Shelters - 120 Person Capacity			
Parks	Lake Lansing - North - 1/2 of Main	100.0%	\$100.00	\$105.00
Parks	Hawk Island Peregrine	100.0%	\$125.00	\$130.00
Parks	Burchfield 1/2 of North Bluff	100.0%	\$100.00	\$105.00
Parks	Burchfield 1/2 of Woodsong	100.0%	\$100.00	\$105.00
Parks	Lake Lansing - South - 1/2 of Main	100.0%	\$100.00	\$105.00
Parks	Lake Lansing - North - Main	100.0%	\$175.00	\$180.00
Parks	Burchfield - North Bluff	100.0%	\$175.00	\$180.00
Parks	Burchfield - Woodsong	100.0%	\$175.00	\$180.00
Parks	Shelters - 300 Person Capacity			
Parks	Lake Lansing - South - Main	100.0%	\$175.00	\$180.00
Parks	Burchfield - Overlook	100.0%	\$175.00	\$180.00
Parks	Hawk Island - Red Tail	100.0%	\$250.00	\$255.00
Parks	Lake Lansing Wedding Gazebo	100.0%	\$250.00	\$255.00
Parks	Boating Fees			
Parks	Canoe/Kayak Trips - McNamara	100.0%	\$15.00	\$16.00
Parks	Canoe/Kayak Trips - Bunker Rd	100.0%	\$22.00	\$23.00
Parks	Canoe/Kayak Trips - Eaton Rapids	100.0%	\$28.00	\$29.00



<b>Location of Service</b>	<b>Fee Description</b>	<b>Target Percent</b>	<b>2016 Fee</b>	<b>2017 Fee</b>
Parks	<i>Day Camp</i>			
Parks	Resident Monday-Friday 9am-4pm	100.0%	\$90.00	\$95.00
Parks	Non-Resident Monday-Friday 9am-4pm	100.0%	\$100.00	\$105.00
Parks	Resident Mon-Fri 7:30am-5:30pm	100.0%	\$120.00	\$125.00
Parks	Non-Resident Mon-Fri 7:30am-5:30pm	100.0%	\$130.00	\$135.00
Parks	Dog Park (12 Month Pass)			
Parks	Student (college ID)	100.0%	\$15.00	\$20.00
Parks	Senior (+60)	100.0%	\$15.00	\$20.00
Parks	Veteran	100.0%	\$15.00	\$20.00
Parks	Owner of Service Animal	100.0%	\$15.00	\$20.00
Parks	<i>Game Rental (for 4 hours)</i>			
Parks	Moonwalk	100.0%	\$275.00	\$280.00
Parks	Dunk Tank	100.0%	\$225.00	\$230.00
Parks	Giant Slide	100.0%	\$400.00	\$410.00
Parks	Nature Program/Walk pp NEW		\$0.00	5.00
Parks	Passport Pictures NEW		\$0.00	15.00
Parks	Snow shoe rental NEW		\$0.00	5.00
Parks	Band Shell Rental NEW		\$0.00	100.00
Parks	PA, Chairs or Music Stands per item NEW		\$0.00	50.00
Zoo	Admission Fees			
Zoo	Resident Adult (April - October)	50.0%	\$4.00	\$6.00
Zoo	Non-Resident Adult (April - October)	100.0%	\$10.00	\$11.00
Zoo	<i>Resident Senior (April - October)</i>	<i>40.0%</i>	<i>\$3.00</i>	<i>\$5.00</i>
Zoo	Non-Resident Senior (April - October)	100.0%	\$8.00	\$10.00
Zoo	<i>Children (age 3-12) (April - October)</i>	<i>35.0%</i>	<i>\$3.00</i>	<i>\$4.00</i>
Zoo	Shelters - 60 Person Capacity			
Zoo	Potter Park Penguin Cove	100.0%	\$79.00	\$100.00
Zoo	Potter Park Eagle Landing	100.0%	\$105.00	\$125.00
Zoo	Potter Park - Tiger Den	100.0%	\$180.00	\$200.00

**Human Services Committee**

<b>Location of Service</b>	<b>Fee Description</b>	<b>Target Percent</b>	<b>2016 Fee</b>	<b>2017 Fee</b>
Comm. Health	Compreh Envir Investigation	100%	\$300.00	\$305.00
Comm. Health	Assessment of Home	100%	\$125.00	\$130.00
Imm. Clinic	Internat'l Travel Consult	100%	\$62.00	\$63.00
OYC	Agency Training Request- Base, 1.5 hr.	100%	\$215.00	\$220.00
OYC	Agency Training Request- Base, 2.5 hr.	100%	\$355.00	\$360.00
OYC	Agency Training Request- Base, 5.0 hr.	100%	\$688.00	\$690.00
OYC	OYC-Advertised Train.- 1-2 hr./per person (min. 15 attending)	100%	\$28.00	\$29.00
OYC	OYC-Advertised Train.- 5-7 hrs./per person (min. 15 attending).	100%	\$71.00	\$72.00
OYC	OYC - Required Training - > 10 hrs./per person	100%	\$138.00	\$140.00

**Law and Courts Committee**

<b>Location of Service</b>	<b>Fee Description</b>	<b>Target Percent</b>	<b>2016 Fee</b>	<b>2017 Fee</b>
Animal Control	Boarding Fee-Dangerous Animals	100.0%	\$75.00	\$76.00
Animal Control	Boarding Fee per day-others	75.0%	\$33.00	\$34.00
Animal Control	Adoption Fee			
Animal Control	Dogs(under six years of age)	75.0%	\$73.00	\$74.00
Animal Control	Cats(under six years of age)	75.0%	\$63.00	\$64.00
Animal Control	Animal Redemption - 2nd offense	100.0%	\$50.00	\$51.00
Animal Control	Euthanasia Fee	100.0%	\$125.00	\$130.00
Animal Control	Owner Surrender	100.0%	\$45.00	\$46.00
Animal Control	Spay/neuter deposit-Owners redeeming pet	100.0%	\$80.00	\$81.00
Pros Atty	Diversion - Misdemeanor Offender	50.0%	\$450.00	\$455.00
Pros Atty	Diversion - Felony Offender	50.0%	\$800.00	\$805.00
Pros Atty	Costs for eligible convictions - Trial	10.0%	\$230.00	\$235.00
Jail	Day Rate (1)	100.0%	\$53.66	\$54.00
Sheriff	Costs for Command per hour	100.0%	\$64.82	\$65.01
Sheriff	Costs for Deputy per hour	100.0%	\$58.14	\$58.31
Sheriff/Em Mgt.	Cost Recovery Fee flat rate per indiv.	100.0%	\$30.00	\$31.00

**ATTACHMENT B: Fees Which Adjustment is recommended**  
**Law and Courts Committee**

<b>Location of Service</b>	<b>Fee Description</b>	<b>Target Percent</b>	<b>2016 Fee</b>	<b>2017 Fee</b>
Circuit Court	Show Cause - Probation	100.0%	\$175.00	\$180.00
Family Division	Delinquency Court Costs	100.0%	\$275.00	\$280.00
Family Division	Tether	25.0%	\$31.00	\$32.00